



REVISED

(03/09/2022)

Spring 2022 COVID-19 Institutional Operation Guidelines

(Note: The College reserves the right to make decisions applicable to the COVID-19 Institutional Operational Guidelines in the best interest of faculty, staff, and students and is subject to change based on guidance from ACCS, CDC, and ADPH)

Trenholm State Community College is committed to maintaining a healthy and safe environment for all students, employees, and visitors while on campus or instructional sites. The following Spring 2022 COVID-19 Institutional Operation Guidelines will be followed by all students, employees, and visitors until further notice. This information should be incorporated in student orientation and discussed with all students on the first day of class.

TSCC OPERATIONAL HOURS

The College will resume normal operations during the Spring 2022 Semester.

Monday – Thursday: 7:30am – 5:30pm

Friday: 7:30am – 11:30am

FACE COVERINGS FOR EMPLOYEES, STUDENTS, AND VISITORS

Trenholm State Community College (TSCC) continues to monitor the COVID-19 virus and safety of all employees, students, and visitors. There has been a decline in the cases on campus and Trenholm State will no longer **require face coverings**, but **recommend** face coverings while on campus and all instructional sites, regardless of vaccination status.

COVID-19 POSITIVE RESULTS, EXPOSURE, NOTIFICATION, QUARANTINE, AND ISOLATION – ALL STUDENTS (INCLUDING WORKFORCE DEVELOPMENT AND ADULT EDUCATION) AND ALL EMPLOYEES

Definitions

- **Close contact:** Defined as within 6 feet of an infected person (laboratory-confirmed) for a cumulative total of 15 minutes or more over a 24-hour period.

- **Fully vaccinated:** People are considered fully vaccinated 2 weeks after their second dose in a 2-dose series or 2 weeks after a single-dose vaccine.

Persons with Positive COVID-19 Test Results

Everyone, regardless of vaccination status, shall:

- Stay home for 5 days and isolate from others
- If there are no symptoms or symptoms are resolving after 5 days, individual may return to campus/work
- Do not travel.
- Individual shall wear a mask around others for 5 additional days

Note: If the individual has a fever, they should continue to stay home until the fever resolves.

Persons with Exposure to COVID-19

Persons who are fully vaccinated within the last 6 months OR have been boosted:

- Do not have to quarantine
- Wear a mask around others for 10 days
- Test on day 5

Persons who are fully vaccinated over 6 months ago and are not boosted or are unvaccinated shall:

- Stay home for 5 days. After that, continue to wear a mask around others for 5 additional days.
- Test on day 5

If symptoms occur, individuals should immediately quarantine until a negative test confirms their symptoms are not attributable to COVID-19.

It is imperative that each employee continue to do his/her part to prevent the spread of COVID-19 in accordance with CDC Guidelines. This includes:

- Staying away from the workplace when you are not well.
- Regularly washing and sanitizing your hands.
- Avoiding touching your face, eyes, and mouth.
- Avoiding sneezing or coughing without appropriate covering of the nose and mouth.

NOTIFICATION

Students – Students should contact Jennifer Lewis, Coronavirus Response Specialist at (jlewis@trenholmstate.edu).

- Instructors who are made aware that a student in their area has tested positive must contact Louis Campbell, Director of Facilities at (334-799-6567) **immediately** for disinfecting assistance if the individual was in the area within the last **three** days.
- All students who received a positive COVID-19 laboratory-confirmed test must obtain clearance from the Coronavirus Response Specialist before returning to campus/clinicals.

- **Employees** – Employees should contact Jennifer Lewis, Coronavirus Response Specialist at (jlewis@trenholmstate.edu) and your immediate supervisor.
- Supervisors who are made aware that an individual in their area has tested positive must contact Louis Campbell, Director of Facilities at (334-799-6567) **immediately** for disinfecting assistance if the individual was in the area within the last **three** days.
- All employees who have received a positive COVID-19 laboratory test must obtain clearance from the Coronavirus Response Specialist before returning to campus.

All Colleges must report a laboratory-confirmed positive test for COVID-19 to the ACCS.

If a student or employee is exposed to a laboratory-confirmed COVID-19 individual, he or she must notify the following and adhere to the above guidelines:

- Students should contact Jennifer Lewis, Coronavirus Response Specialist (jlewis@trenholmstate.edu).
- Employees should contact Jennifer Lewis, Coronavirus Response Specialist (jlewis@trenholmstate.edu), and your immediate supervisor.

INSTRUCTIONAL SERVICES, ADULT EDUCATION, AND WORKFORCE DEVELOPMENT

All course delivery will resume normal operations and subject to change as additional information becomes available.

All Full-Term and Mini-Term A courses will begin at the College on **January 10, 2022**. Mini-Term B courses will begin **April 19, 2022**. All Workforce Development and Adult Education Courses will adhere to their respective calendars for start dates. All students will be informed that on-campus instruction will end on **May 5, 2022**.

Face coverings are recommended. All instructors are required to include the remote instruction clause in all syllabi.

INSTITUTIONAL CLEANING AND SANITATION

TSCC remains committed to ensuring the safety and well-being of our employees and students. The College will implement the following measures to adhere to ACCS, ADPH, and CDC guidelines to prevent the spread of COVID-19:

- The College will continue to provide increased cleaning and sanitizing of frequently used facilities and common areas, including but not limited to elevators, restrooms, classrooms, and other high-traffic spaces with the use of approved cleaners that meet CDC guidelines for disinfecting COVID-19.
- Signs will be posted at multiple locations and entry points around campus that outline campus protocols.

LOCAL CONDITIONS

The College will continue to assess the impact of the virus in our community. Should health conditions change and pose a greater threat to students and employees, a determination will be made in the best interest of the college community to pivot to an alternative mode of operation and/or service. However, the College will notify ACCS of any circumstances requiring change in operations and/or service delivery and a projected timeline for the resumption of normal operations and services.